

Review Article

The Importance of Citing Sources Properly In Academic Setting

ABSTRACT

Aims: to revisit the importance of citing the sources properly, discusses the noble human values regarding citation and simple example of citation in the context of academic writing

Discussion: The importance of citations in academic writing offer clear and convincing evidence which build on arguments and facts asserted carefully by authors in their academic writing. Beside of that, a well-organized cited text-section also a conclusive evidence of acknowledges the endeavor and hard work of previous scholars who had struggling published his/her work which is now being quoted. Citations in academic writing are treasure references to all the sources an author has used to support his/her own ideas and then carefully referred to during his/her writing on a manuscript. authors have the obligation to supply references to all the published/unpublished works they reviewed and used. The cited works can include books, research papers, websites, and other internet sources that writers ascribe to using certain citation styles/format. By citing properly, it highlight a true noble human values such as honesty, resilience, hard work, humility, gratitude, credibility, integrity, open-mindedness and obidience. This approach reveals an author's academic expertise, render rationality to a text and honor intellectual honesty. In other words, citations carry critical significance in academic writing. For academic writers, it is essential to understand the grounds for this significance.

Conclusion: Citing the sources properly will help the author, the reader, the editors and the peer reviewer and in the end, the entire scientific community reinforces a responsibility for ensuring that the customs, traditions, and ethical standards that guide the whole process of accountable and reliable academic writing products.

Keywords: referencing, in text, paraphrasing, direct quotation, summarizing, noble human value

1. INTRODUCTION

As a scholar, presenting ideas in front of scientific community is a must; and it must be prepared and conducted in evidence based presentation [1]. academic institutions hold the key authority for evolving knowledge and skills to produce responsible and qualified graduates [2]. Attending and presenting in an academic setting provides opportunities to improve basic communication skills [3] regarding share new knowledge [4] of recent discoveries, cutting-edge techniques, and even inspiring research within a field of study; especially when it is conducted collaboratively [2]. All of those which previously mentioned can contribute to new knowledge formation [5].

Deciding what to cover in a scheduled scientific presentation may be daunting for student and beginner. One form of school boys error in academic presentation, unintentionally but commonly conducted, is wanting to say everything at once at the same time [6]. Perhaps,

after presenting at some conferences or in academic setting, the presenter might leave impression as though he/she did not connect with his/her audience, perhaps through an unmatched Q&A session [7], did not receive important feedback [8], or are unsure of where he/she fit within the professional community, e.g. the sensation of alienated [9]. The fear that the audience did not engage in the presenter's talk due to the absence of audience recitation[10] and likewise, for audience members, the content of back-to-back talks may become more obscure together [1], and they may get lost in the dark cloud combination of soft trembling voice, blur acronyms or other unfamiliar jargon [11].

Preparing the academic presentation material properly is the best approach to gain success in the session and the most important things is to obtain the most focus attention from the audience. One of the most vital part of them is regarding citation. A "citation" is the only proper way of a presenter tell or show their audience or readers that certain specific material in their work came from another reliable source which support their own findings. It also gives their audience or readers the sufficient information necessary to trace and or to check or re-check the specific source again and again (whenever necessary) and regarding this, it is the ultimate responsibility of the presenter [14].

Despite the importance of presenting properly, very little has been mentioned about what is learned from the citing part in the preparation of presentation material and how presenters can effectively achieve their goals. This mini-review reveals the importance of citing the sources properly, discusses the noble human vales regarding citation and simple example of citation.

2. THE IMPORTANCE OF CITING SOURCES PROPERLY

Citations are a pivotal key part of academic writing and or presentation enactment and there are a lot of benefits that come from properly referencing the secondary or tertiary sources used. Citing all sources properly and accurately does really matters [12,13] because it must be conducted with full conscientiousness [14].

Citation and reference are two terminology most regularly practiced in academic writing and among scholar research. Both intended to give proper credit [15] and acknowledgement [16] to scholars/researchers who had previously worked in this field and had published their work [17] which provides preliminary traces or directions for future researchers to follow. Furthermore, these duo bestow sufficient information about the validity and reliability of sources acquaint [18]. Citations and References are actually interrelated. Eventhough they are related to each other, they have distinct meanings, formats, and purposes.

A citation shows the audience/readers which part of the presentation is not original ideas of the author and where the information came from. If someone cites something from a previously published article, this should only be intended to strengthen their own original idea. When someone citing something from previously published article, in case of academic writing, a writer cite or refer to the source of information. References not only highlight similarities in research, but also differentiate the author's ideas [13]. A reference gives the audiences/readers details about the source so that they have a good understanding of what kind of source it is (reliability) and could find the source themselves if necessary.

Citations and References both used in scholar academic writing or presentation to acknowledge the work of other previously published researchers which support the writer/presenter own ideas. Citations occur in the text of the author work and it can appear "within or at the end of a sentence", depending on the placement of a quotation or an author's name. Citation can be applied in the form of direct quotations (it is when author write exactly what someone else has said, word for word and put them between quotation

mark), a summary (an overview of the key points of a certain text), or by paraphrasing (when the author take someone else's ideas or words and rephrase them as their own words without changing the main initial idea) concepts. References are found at the end of the writing and are a detailed list of all the sources which have mentioned throughout the writing in the form of full bibliographic listing of the secondary or tertiary source.

3. NOBLE HUMAN VALUES REGARDING CITATION

The end product of continuous education is actually good character, the most valuable asset an individual can have, which prepare individual to fit best for life. Human values are innate qualities which make life worthwhile, noble, and excellent. Those qualities lie within the human personality, waiting to be drawn out and translated into action. In an educational atmosphere of respect and mutual respect, each individual is encouraged to excel and aspire to achieve his/her full potential and continuously to grow and to be perfected from time to time, or in other word once again to be fit in life.

At educational institution, citations and referencing are critical components of academic writing which also conceive certain noble human values, as follows:

1. **Honesty:** Academically, honesty means being pure, robust and in the same time also ethical about the way an individual accomplish his/her whole academic work. This includes adequately citing and acknowledging previously published material, he/she borrow from the work of others, in order to strengthen your own ideas. The word "borrow" is better than just "take", because "borrow" means to take and use (something that belongs to someone else) with the intention of returning it at a later time. By citing and then referencing it properly, a writer has returned what he/she borrowed with sincerity and a clean heart [19]
2. **Hard work:** Academically, hard work teaches the perpetrator three things namely discipline, dedication and determination. It is certainly important because it is only through hard work that an individual can achieve the goals of his/her life. Hard work help an individual achieve a better life. Moreover, the harder an individual work, the more confident he/she will become in life. hard work' is even already valued by young people [20]
3. **Resilience:** Academically, resilience is an individual's capability to cope and deal efficiently with setbacks, anxiety and pressure. Resilient people have the ability to tackle, overcome, or recover from grave academic threats [21]. In academic writing, the perpetrator need sufficient resilience to expand primary ideas, collecting supportive references, write it all down and try to make it flow fluently as one entity of writing without compromising the quality. In order to keep doing it on and on, an individual must have academic resilience.
4. **Humility:** Academically, Humility, in common understanding, is often thought of as a virtue relevant to gaining new knowledge, as most definitions of humility involve acknowledgement of one's limitations. Simply put, learning (including academic writing) requires the humility to realize one has something to learn. This has been demonstrated by humility being associated with better academic learning, as assessed by course grades. Intellectually humble people understand and accept that their cognitive faculties are not perfect and that their viewpoints may, at times, be erroneous. This realization protects individuals from uncritically accepting current perspectives as necessarily accurate. Thereby, it must involves openness to new information that may improve people's current knowledge [22].

5. Gratitude: academically, appreciation considered as “the expression of acknowledging the value and meaning of something—an event, a person, a behavior, an object—and feeling a lot better. More grateful people may be healthier, and others suggest that scientifically designed practices to increase gratitude can also improve people’s health and encourage them to adopt healthier habits. gratitude had a direct and positive impact on academic engagement. In addition, gratitude could exert a positive effect on academic engagement by boosting relationship between all stakeholder. In the context of writing or presentation. gratitude could positively affect academic engagement, including in writing scientifically; where practice makes perfect, and the perpetrator develop good habits that shape his/her character until he/she become a professional and no longer a student [23].
6. Credibility: academically, credibility is the level of trustworthiness and authority your reader perceives you as having. Academic writing relies on research and evidence to support arguments. Referencing credible sources strengthens the perpetrator’s own credibility. credibility is perceived in a wide field of concepts that are important in academic and journalistic writing. This includes the honesty to avoid plagiarism, i.e. copying from previous, other people’s texts without referencing, i.e. acknowledging intellectual debts [24]
7. Integrity: academically, integrity means acting in a way that is honest, fair, respectful and responsible in all aspects of a scholar studies and academic work. It means applying these values in all of their endeavors [25] Integrity is a continuous life time commitment of honestly and fairly.
8. Open-mindedness: academically, open-mindedness inclines audience/reader to human value and seek truth, knowledge, and understanding by taking a distinct stance toward ourselves, what we know, new information and previous experience. It pursues to ameliorate epistemic standing, both in the context of individually and communally. Open-minddness broadly acquired as a valuable educational aim, scholarship on the nature and extent of open-mindedness’ epistemological and civic value is growing. Epistemological conceptions range from its role in rational inquiry to thinking of it as an attitude toward one’s self as a knower, or as an attitude toward individual beliefs [26].
9. Obedience: Academically, obedience is an act that is respectful and mindful of rules and laws. Regarding academic writing, of course there will always be instructions for the author, which are adapted to the academic genre of the journal or institution where the article will be submitted. Definitions of obedience require the experience of conflict in response to an authority’s demands and the resolution to that conflict [27]. By carrying out the values of obeying the rules, then other human values such a respect, humility and responsibility will radiate through the results of the work.

All of these noble human values which crystalize in practicing citing adequately and properly are seen as catalysts and consequences of good humanitarian character, especially among mature intellectual that responsible for their dignity as scholar.

4. SIMPLE EXAMPLE OF CITATION

Cite properly everytime the reference used was beyond sources or content, and this including graph, picture, live streaming, video or whatever from the internet, including decorative content. Cite Properly but not in excess. While it is important to include citations

in the paper adequately, but the author must kept in mind that he/she should not be including them after each and every sentence you write. The following are some simple example of citation.

4.1 Direct quotation

Include an in-text citation when you refer to, summarize, paraphrase, or quote from another source; and how the author do it must follow the instruction for author or author guidelines.

According to APA in-text citation style, for every in-text citation in your paper, there must be a corresponding entry in your reference list. APA in-text citation style uses the author's last name and the year of publication, for example: (Field, 2005). For direct quotations, include the page number as well, for example: (Field, 2005, p. 14) [28].

On contrary, the Vancouver Style advises that when using another's exact words, then those words must be placed in double inverted commas/quotation marks (e.g. ""). This is called a direct quotation and should be followed by the superscript reference number and page number where the direct quotation came from [29].

4.2 Summarizing

In order to establish citing in a summary, always kept in mind that the only main purpose of citing sources is to clearly establishing the reliability of the source of information or ideas or graph or table or whatever the author would like to incorporate in the writing, and not just as simple as where it come from. This means putting adequate credit to reliable sources for their generosity in supplying information and ideas, but also in the same time, showing the reader/audience differentiating factor which ideas are the author's own [13].

Because of this reason, generally in summaries the author cite throughout the paragraph, rather than just at the beginning or end of the paragraph. Citing just once in a summary is sometime not sufficient to ensure confidence to the reader that you are summarizing from the one and only source.

One way to cite throughout a summary is to use both narrative and parenthetical citations. These two types of citations, when used together, ensure the reader knows you are summarizing from one source, but help you avoid repetition.

Most scientific research is usually build on top of hitherto well-accepted ideas/scientific body of knowledge [30]. A punctilious pre-liminary study using a literature review approach at the early phase of the study permits the researcher to clearly pinpoint important work done in the field of study, and then carefully notice the gaps between theory and reality in knowledge, and further perceive the need for more extensive research [31]. The reader will know the value of the writing mostly via inspecting the relevancies of the sources from this literature search (basically) enlisted in the list of references [32].

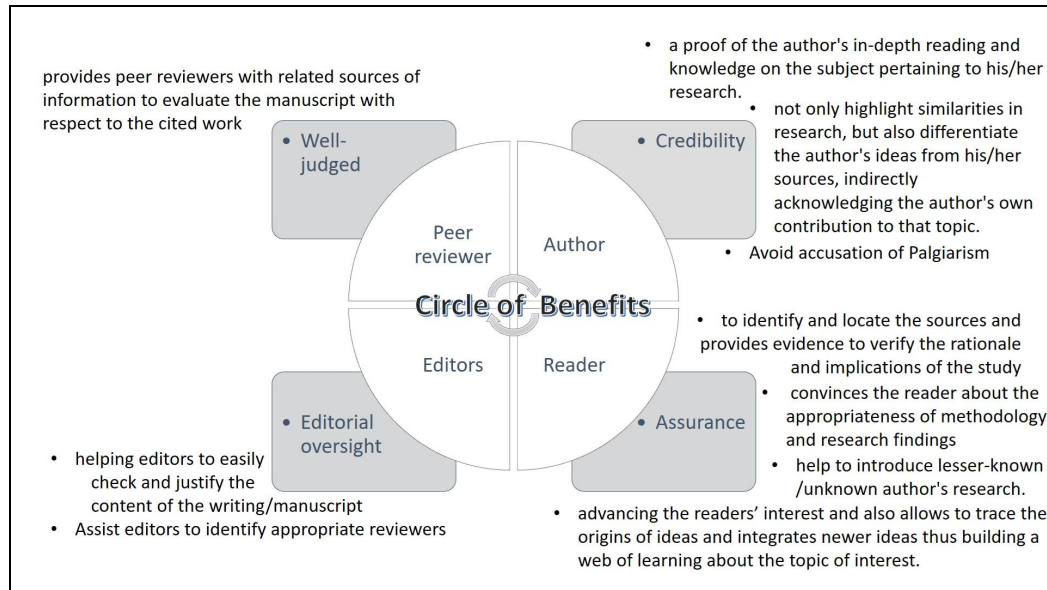


Fig.1. Circle of benefits from conducting proper and appropriate citing ^{13, with modification}

4.3 Paraphrasing

It is the act when the perpetrator intentionally take some information from a reliable source, write it down in his/her own words/sentence, and then carefully cite the reliable source by adding an in-text citation at the end of the paraphrased portion [33]. Due to the purpose of citations, how to carefully select quality sources for citing and then validate the accuracy while writing and perhaps expanding the main original cited idea. That is why sometime they call it the art of writing [13].

Paraphrasing is a real exceptional skill that allows the perpetrator to incorporate important information (initially subjective for the author) from outside sources/materials in his/her own work without compromising his/her credibility with emancipating plagiarism. Paraphrasing involves taking someone else's ideas and expressing them in your own words, demonstrating your understanding while avoiding a copy-paste job.

To effectively paraphrase, the perpetrator must modify the primary exact sentence's structure and even perhaps vocabulary without distorting meaning or creating a convoluted structure. In simple words, the author must write it down in his own word, without changing the initial idea from the previous writer. To complete the paraphrase, be sure to mention the author and publication year in the sentence or cite the author's name and year of publication in parentheses.

For example is the following paragraphs from an article.

Discussion

The results of the study on the pregnancy status of pregnant women in 10 stunting locus villages in Sumedang district found that the most gestational age of mothers based on the trimester of pregnancy was found in the second trimester (15-28 weeks), which was 47.4%. Based on GPA status, most were found in gravida 2 (43.1%), parity 1 (42.6%), abortion 0 (90.0%). On specific physical examination of anemia in pregnant women in 10 stunting locus villages in Sumedang regency found anemic conjunctiva (16.7%), pale lip mucosa (6.7%), koilonikia nails (3.8%). On hemoglobin examination with a quick test found 18.7% of pregnant women had anemia. The results of microscopic examination of faeces and anal swabs on STH infection in pregnant women showed negative results in all pregnant women with anemia.

Paraphrasing conducted as follows:

Study conducted by Nainggolan and Siagian [34] among pregnant women living in 10 villages located in stunting areas, most of the respondent (47.4%) were in the group of 15-28 weeks of pregnancy, 43.1% having their second babies with 42.6 % single parity and 90% have no history of abortion. Signs of anemia detected as follows: pale conjunctiva in 16.7% respondent, 6.7% respondent suffer from subtle mucosa of the lip with 3.8% having koilonikia nails. Blood parameter revealed that 18.7% out of pregnant women suffer from anemia. Parasitology analysis of fecal sample and anal swab from all of the respondents were negative.

Fig. 2. Simple example paraphrasing. An alinea from the article titled "The prevalence of anemia in pregnant women in the 10 priority villages for stunting control in Sumedang district, West Java: a community-based survey" [34].

4.4. Transliterate

Translation is an effort of finding equivalent meaning of a text into the second language. Living in a world with many languages is actually a gift. because in the context of academic writing, citations will greatly benefit from language translation. Many talented, multilingual scholar ingeniously translate passages from reliable article published in different languages on their own.

Mostly the techniques used in translating medical terms give a positive influence for the accuracy and acceptability level of translation because in translating, translator should be a master in the field of source language and target language especially the concept, vocabulary, and terminology because mastery in the source language and the target language affect the quality of the translation results. Especially in translating medical texts, contrastive analysis will be very useful in finding the most way to translate each medical text. A translator should understand the source language text in depth, appropriate in choosing the equivalent word and the description accordance with the target language. In addition, Translators need to know the audiences of the translation (target reader) so that, it can be used as one of the considerations in translation process [35]. It is widely accepted that the very basic objective of translation is to transfer sufficient message from one language to another in a reliable method.

4. CONCLUSION

Citations are an essential element of practically every academic text. The importance of citations in academic writing is because it offer evidence the arguments and facts asserted by authors in their works. A precisely cited text-section also acknowledges the endeavor and hard work of previous scholars who had previously published his/her work which is now being quoted. Citations in academic writing are references to all the sources an author has used and referred to during his/her writing on a manuscript. authors have to supply references to all the published/unpublished works they reviewed. The cited works can

include books, research papers, websites, and the ilk that writers ascribe to using specific citation styles/format. They highlight an author's academic prowess, render rationality to a text and honor intellectual honesty. In other words, citations carry critical significance in academic writing. For academic writers, it is essential to understand the grounds for this significance. Citing the sources properly will help the author, the readers, the editors and the peer reviewer; and in the end, the entire scientific community reinforces a responsibility for ensuring that the customs, traditions, and ethical standards that guide the whole process of accountable and reliable academic writing products.

CONSENT (WHERE EVER APPLICABLE)

None to declare

ETHICAL APPROVAL (WHERE EVER APPLICABLE)

None to declare

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